

**Meeting with MoIFAR/S2S Team**  
**MoIFAR office Mogadishu**  
**11<sup>th</sup> January 2018**

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**Date:** 11<sup>th</sup> January 2018

**Meeting objective (s): discussing on...**

- New Project Document
- Work Plan 2018
- ToR (third part monitoring agency)
- Somali One
- PBF Annual Report 2017

**Attendance:**

Miss. Sagal M. Mumin  
Mr. Abdullahi Hudow

MoIFAR/S2S Project manager  
UNDP/S2S Project Officer

**Duration:**

10:05 am - 12:30 am

Discussed and agreed points:

1. MoIFAR/S2S Project team is reviewing drafted project documents. Sagal made some corrections and added some items that she considers essential.
2. Both UNDP/MoIFAR S2S Project teams agreed that each office prepare its own annual workplan before they come together to reconcile mutually into finalized 2018 work plane.
3. Since no extension expected for current contracted fiduciary agency, the need to draft new ToR is inevitable. And for that, both offices agreed to work unified ToR for anticipated fiduciary agency that UNDP/S2S insists is essential.
4. District Council Formation process is undergoing well in Baidoa and Baraawe, and no controversial issue so far reported. Somali One did not send financial report yet.
5. MoIFAR/S2S Project team is working on comments made by Liam and will share revised PBF 2017 Annual Report, latest on 14<sup>th</sup> January 2018.

Drafted by:

Abdullahi Hudow Osman  
UNDP/S2S Project Officer  
14<sup>th</sup> January 2018

## **Minutes of the S2S Project team meeting held at Village Restaurant on 14<sup>th</sup> July 2017 at 11:00am.**

Present:

1. Sagal Mumin- MOIFAR-S2S PM
2. Phillip Cooper- UNDP S2S PM
3. Abdullahi Hudow, UNDP S2S PO
4. Mohamed Salat, UNDP S2S PA

### **Discussion points:**

- ✓ District Council Formation process: Sagal updated the team on the ongoing DCF process; she stated that SOMALIA ONE in SWS is due to receive the 2<sup>nd</sup> Tranche to continue the process in Baidoa and Barawe Districts from the S2S Project, they have already received the support request letter from MOI in Baidoa and now awaiting some supporting documentations i.e. procurement process needed by the Ministry of Finance to release the funds. Additionally, Sagal mentioned that the next phase of the process, the project will target Jubaland, Hirshabelle and Galmudug States. Phillip highlighted that the latter 2 states' MOIs have very limited capacity, experiences and institutions to undertake the Monitoring/oversight/technical expertise of the DCF process. Sagal clarified that S2S support to these 2 states will be only confined to assessments, pre-conferences on reconciliations and public awareness.  
Sagal mentioned about the ongoing recruitment process of 4 CLOs in Hobyo, Abudwak, Kismayo and Afmadow districts to support the Local District Authorities in these 4 mentioned locations.
- ✓ Though WF meeting held at Jowhar (HSH) recommended new districts to include in target districts in council formation processes, yet Sagal ensured that the 14 target districts already identified will be the same.
- ✓ The roles of FCA and SFF in DCF Processes in the States. It was noted that SFF has very limited capacity to undertake this activity. It was reported that SFF has agreed with FCA to move out of Galmudug State, thus FCA will now focus only in SWS and Jubaland States while SFF will work in Galmudug.
- ✓ Coordination of Stabilization actors at FGS, FMS, Districts levels: MOIFAR Stabilization team to take a lead in establishing a coordination platform whereby the government will be in position to identify the roles of the stabilization actors.
- ✓ Drafting of the project extension document: It was agreed that David Womble of UNSOM/CRESTA will support in writing the PRODOC based on the methodology and his availability (to be discussed with David and Phillip) and finally be submitted to PBSO by 30<sup>th</sup> Sept 2017.

**UNDP/S2S Project Team and SOYDEN Meeting**  
**Mogadishu on 31<sup>st</sup> January 2017**

**Compiled by:** UNDP/S2S Project Team

**Venue:** UNCC-Mogadishu, Somalia

**Date:** 31<sup>st</sup> January 2017

**Duration:** 10: 00 AM - 12:30 PM

**Objectives:** MoIFA/SOYDEN Project Activities and Financial Status

**Participants:**

**A. SOYDEN Team**

1. Osman Moallim- Director
2. Abdirahman Hussein Hassan- Finance Assistant

**B. UNDP/S2S Project Team**

1. Abdullahi Hudow Osman- Project Officer
2. Mohamed Khalif Salad- Project Associate

**Agenda:**

- Adelle Validation workshop
- Final DBPS lists for Hudur, Warshikh, Adelle and Barawe
- Kulmiye FM Radio
- Training of DPSCs/ Community volunteer facilitators training
- Financial Report

**Meeting Proceedings...,**

UNDP/S2S project team welcomed SOYDEN team to the meeting room in UNCC Mogadishu. And with exchange of warm greeting, UNDP/SOYDEN project team shared the meeting agenda which SOYDEN utterly agreed with...,		
<b>Agenda</b>	<b>UNDP/S2S Project Team</b>	<b>SOYDEN Team</b>
Adelle Validation workshop	UNDP/S2S Project team demanded explanations for why SOYDEN did not conduct Adelle Validation Workshop to date?	Mr. Osman Moallim, SOYDEN director explained the reasons why SOYDEN did not do the Validation Workshop for Adelle. He started by saying that there was clan clash involved by two dominant clans from Adelle district community. It was conflict started with a misunderstanding between two individuals over the boundary of two adjacent farms, but trigger unresolved

		<p>historic conflicts between the two rivals. Traditional Conflict resolution efforts led mainly by the chiefs and Local Authority ultimately succeeded to sooth differing situation downs and created an atmosphere allowed both parts to discuss their differences peacefully. The reconciliation process ended with both conflicting parts agreements to preserve peace in a ceremony held at Hotel in Mogadishu. Mr. Osman mentioned that SOYDEN played facilitator role as well as offered logistical supports.</p>
<p>Final DBPS lists for Hudur, Warshikh, Adelle and Barawe</p>	<p>UNDP/S2S Project team asked SOYDEN director why it does not submit the final DBPS lists for Hudur, Warshikh, Adelle, and Barawe..., understanding the implementation of second project delivery (Provision of the Community Reconciliation based on social under QN/TICE based approach to foster renewed trust, social cohesion and reconciliation) highly depend upon?</p>	<p>Mr. Osman said that combination of factors delayed the final submission of DPSC lists. In general, it happened on causes of wider community participation in DPSC discussions during the Validation workshop on the essence of the committee and what it stands for in roles and responsibilities, the community asked a fundamental change in regards to DPSC members and an increase in number. They said these additional numbers would allow the inclusion of segregated community members like minority groups, women and youth. In particular, Barawe community politicalized the qualification of DPSC membership. They claimed that the traditional settlers of Barawe town are misrepresented in DPSC members, they only got seven members in total, while others got share disproportional to numbers. The last, not least, the SWA/Mol concern on MoIFA/SOYDEN project discouraged SOYDEN to go on willingly.</p> <p>Mr. Osman told us that despite all efforts to reach as well as convince SWA/Mol, it ended in vain. He also mentioned that on accounts of the limited time SOYDEN has to finish the job, he approached to SWA President, Mr. Sharif Hassan. I explained everything to the president, and the president in return gave me positive response/gesture that hopefully will eventually finalize the issues once for all.</p>

Kulmiye FM Radio	Despite SOYDEN's fulfillment of procedural requirements for Kulmiye FM Radio selection, UNDP/S2S Project Team asserted that credible sources should confirm the timing to deliver the peace and stability messages as well audibility/ antenna power of contracted FM radio to reach destinations.	Mr. Osman mentioned that MoIFA/SOYDEN project information officer assured both that Kulmiye FM radio is doing its assigned jobs well and good in terms of numbers of times the message delivery per day and its coverage to selected districts' people. In addition to that, SOYDEN will present the verifications obtained from reliable sources within destined locations sooner than later.
Training of DPSCs/ Community volunteer facilitators training	UNDP/S2S project team asked SOYDEN director the status of project activities implementation.	Mr. Osman confirmed that two different teams departed to Warshikh on 29 <sup>th</sup> January 2017 and Hudur town on 30 <sup>th</sup> January 2017. The teams are going to conduct both DPSC and Facilitators training before they come back to Mogadishu. Warshikh team started training on 31 <sup>st</sup> January 2017 while Hudur team started the workshop on 1 <sup>st</sup> February 2017.
Financial Report		financial reporting, SOYDEN will submit the expenditure reports upon the finalization of the ongoing DPCs training.
The meeting ended on 12:30 Pm with good spirit, each part hoping to do their best to reach project end goals successfully.		

# **STAFF MEETING MINUTES**

**DATE:** 4<sup>th</sup> July 2017

**TIME:** 10:00 am-12:00 pm

**LOCATION:** UNDP/S2S PROJECT OFFICE

**TEAM NAME/ORGANIZATION:** UNDP/S2S PROJECT STAFF

## **ATTENDANCE:**

- |                   |                   |
|-------------------|-------------------|
| → Philip Cooper   | Project Manager   |
| → Abdullahi Hudow | Project Officer   |
| → Mohamed Salad   | Project Associate |

## **AGENDA:**

- MoIFAR/S2S Project Semi-annual report
- Payment Status
- SOYDEN Updates
- TPM Contract Extension
- ME Plan for 2017
- Outstanding Payment
- Staff Contract
- AOB

## **DETAILS:**

### **MoIFAR/S2S Project Semi-annual report:**

- MoIFAR/S2S project team finalized the first draft, and they will share with UNDP/S2S Project staff by tomorrow, lately (Sagal).
- UNDP/S2S Project team will review the report and comment on it, if any, then add their part of the report and send to MoIFAR/S2S Project team (Abdullahi/Mohamed).
- The use UN-MPTF reporting format (Abdullahi/Mohamed).

### **Payment Status:**

### **SOYDEN Updates:**

- SOYDEN will submit the final report by tomorrow, 5<sup>th</sup> July 2017 and it confirmed by SOYDEN project manager. I finalized the report, but submit it after I share with Osman to review it (Abdiweli-SOYDEN Project Manager).

### **TPM Contract Extension:**

- Both non-cost extension and cost extension could be possible. The cost extension allows more draws in money for the project in the future (MoIFAR).
- keep TPM non-cost extension for five months. The concerned districts are more accessible, and TPM is capable of doing it (MoIFAR).

**ME Plan for 2017:**

- Discuss together on ME Plan for 2017 and advise me how we are going to accommodate with our day-to-day activities monitoring (Abdullahi/Mohamed).

**Outstanding Payments:**

- Wadajir Framework workshop in Jowhar (Mohamed).
- SOYDEN last payment (Mohamed).

**Staff Contract:**

- Prepare Staff Performance Evaluation document for a one-year extension (Abdullahi/Mohamed).

**Action Points:**

- Discuss with MoFAR/S2S Project office about the functionality DPSC and what is their role? (Philip)
- Discuss with Sagal about meeting participating MoFA/CRESTA and UNDP/S2S Project staff (this Thursday or next Thursday) (Philip will write an email).

**SFG/MoIFA/S2S Project Team, UNDP/S2S Project Team and 3<sup>rd</sup> Party Monitoring  
Agency Meeting  
Mogadishu on 27<sup>th</sup> September 2016**

**Compiled by:** UNDP/S2S Project Team

**Venue:** UNDP Meeting Room  
MIA-Mogadishu, Somalia

**Date:** 27<sup>th</sup> September 2016

**Duration:** 10: 00 AM - 11:30 AM

**Objectives:**

**Participants:**

- A.** MoIFA/S2S Project Team
  - 1. Ramadan- MoIFA/S2S Project Coordinator
  
- B.** UNDP/S2S Project Team
  - 1. Philip Cooper- UNDP/S2S Project Manager
  - 2. Ifrah - UNDP/S2S Project Officer
  - 3. Abdullahi - UNDP/S2S Project Officer
  - 4. Mohamed Salad- UNDP/S2S Project Associate
  
- C.** 3<sup>rd</sup> Party Monitoring Agency
  - 1. –
  - 2. Abdi Karin

**Agenda:**

- 1. Reflection on 3<sup>rd</sup> party Monitoring Agency
- 2. MoIFA/S2S Project Office Concerns
- 3. Contract Extension for 3<sup>rd</sup> Party Monitoring Agency
- 4. AOB

**Meeting Proceedings...**

**Prologue:** Philip Cooper, UNDP/S2S Project Manager opened the meeting, and the meeting participants' introduction followed. He, then, allowed participants to agree on meeting agenda:

- 1. Reflection on 3<sup>rd</sup> party Monitoring Agency
- 2. MoIFA/S2S Project Office Concerns
- 3. Contract Extension for 3<sup>rd</sup> Party Monitoring Agency



<b>Reflection on 3<sup>rd</sup> party Monitoring Agency:</b>	<p>Mr. Abdi Karin, 3<sup>rd</sup> party monitoring agency representatives in the meeting started his saying flashing back on the identified weak points in earlier field missions starting on February 2016 to monitor on existed financial management system in selected four district: War sheik, Hudur, Barawe and Jalaqsi (Bulo-Burde) and remarkable improvements made by district authorities thereafter within six months' periods of time as July 2016 report from 3<sup>rd</sup> Party Monitoring agency's second round on Warshikh and Hudur highlighted.</p> <p>Mr. Abdi Karin stated that earlier report showed the lack of financial management system at all at district level. The only verifiable points in effect of earlier field monitoring mission was that the allocated money reached the destination through Hawalat transaction (specified Dahabshil accounts).</p> <p>Both MoIFA and UNDP S2S Project Teams acknowledged 3<sup>rd</sup> party Monitoring Agency's assertions on existed gaps which sometimes recorded up to eight deficiencies in financial Management system at district level, and also the remedy efforts that made the recorded 8 deficiencies into less than one, though, MoIFA/S2S Project Team different views on some issues (see MoIFA/S2S Project Team's concerns).</p>
<b>MoIFA/S2S Project Office Concerns:</b>	<p>Even though the MoIFA/S2S Project Team is in agreement principally for what 3<sup>rd</sup> party monitoring agency is doing and stand for in PBF, yet again they cast some doubts on 3<sup>rd</sup> party report contextually in general and genius in its recommendation in terms of practicality points of views. MoIFA/S2S Project Team, though not explicitly, accuses on 3<sup>rd</sup> party failure to incorporate with local realities, and vague recommendations hard to materialize practically at district level.</p> <p>3<sup>rd</sup> Party Monitoring Agency answering MoIFA/S2S Team's allegation stressing on making recommendations from their findings first is part of its ToR, and the impetus behind it is that of setting visions for ultimate goals for financial management system.</p> <p>Agreeing on what 3<sup>rd</sup> monitoring agency said on recommendation, UNDP/S2S Project team said that</p>
<b>Contract Extension for 3<sup>rd</sup> Party Monitoring Agency:</b>	
<b>Action Points:</b>	<p>To incorporate MoIFA/S2S Project Team Concerns with that of 3<sup>rd</sup> party's roles and responsibilities, the following action points were agreed:</p> <ol style="list-style-type: none"> <li>1. Debriefing time to respond</li> <li>2. Correction mechanism in placed</li> </ol>

	<p>3. Design reporting format capable to absorb other stake holder contribution beside 3<sup>rd</sup> part.</p>
<p><b>Conclusion:</b> Despite tough discussions on some meeting agenda, yet again, all meeting participants expressed their good intentions and showed sign of confidence for future collaboration toward each. Mr. Ramadan from MoIFA/S2S Project Coordinator said that in his conclusion remarks that:</p> <ul style="list-style-type: none"> <li>• MoIFA/S2S is open to 3<sup>rd</sup> party's monitoring processes</li> <li>• MoIFA/S2S is working on MoF improved roles and responsibilities in S2S Project</li> <li>•</li> </ul>	
	<p>Distributed:</p>
<p>End</p>	

<b>Meeting Minutes- SWA/Mol Office, Baidoa (28<sup>th</sup> June 2016)</b>			
<b>Objectives:</b> introduction of SWA/Mol Stabilization Officer to UNDP/S2S Project team			
<b>Location:</b>		SWA/Mol office, Baidoa	
<b>Date:</b>		28 <sup>th</sup> June 2016	
<b>Duration:</b>		08:00 AM – 09:55 AM	
<b>Participants:</b>			
<b>Name</b>	<b>Org./Department</b>	<b>Position/Title</b>	<b>Contact/Address</b>
Mr. Abdurrahman	SWA/Mol	Minister	
Mr. Abdirizack	SWA/Mol	Stabilization Officer	
Mr. Abdullahi	UNDP/S2S	Project Officer	
<b>Agenda:</b>			
	<ul style="list-style-type: none"> <li>• General: BPF/S2S Project</li> <li>• Working Relationship.</li> <li>• Information Sharing</li> </ul>		
<b>Meeting Proceeding...,</b>			
Welcoming/Opening	<ul style="list-style-type: none"> <li>• Honorable minister welcomed both SWA/Mol Stabilization and UNDP/S2S Project officers to his office</li> <li>• The minister expressed his desires for the premier meeting enactment earlier, but recently finished high level meeting among SFG and emerged States discussing on forthcoming election, was sure reason I could imagine that preventing us.</li> <li>• Formal introduction between UNDP/S2S Project officer and new SWA/Mol stabilization officer done. The minister cited that the new Stabilization officer is contribution from TIS+ to his ministry as product of close working relationship between SWA/Mol and TIS+.</li> </ul>		
BPF/S2S Project	<ul style="list-style-type: none"> <li>• Minister talked briefly (though no direct or indirect involvement by SWA/Mol) about BPF/S2S Project. He said to his knowledge, there are some key S2S project activities already implemented, and others already started, yet continue to this date. Anyway, project is in its closing stage, I hope.</li> <li>• Jobs already done or yet processes include: <ul style="list-style-type: none"> <li>▪ District Caretakers nominated and deployed to their respective districts.</li> <li>▪ Allocated office running cost delivered and channeled in established procedures and through Hawala agency.</li> </ul> </li> </ul>		

	<ul style="list-style-type: none"> <li>▪ Third Part monitoring agency contracted to monitor the flow of funds, FGS Payment Processing and verification of process adaptation</li> <li>• Missing, but vital activity is Formation of District Peace and Security Committee (DPSC). I have read some documents mentioning the existence of these committee, most from FG/MoIFA. But we have no record of such committees in entire SWA institutions, forget about capacity in performance and inclusiveness to be legitimate...,</li> <li>• And now, Community and Reconciliation Meetings on selected districts under the category of district liberated recently. This is our concern now, and we could participate discussions on it, but first with FG/MoIFA/S2S team.</li> </ul>								
Working relation between MoIFA/SWA-MoI, UNDP/S2S Project office	<ul style="list-style-type: none"> <li>• UNDP/S2S share Hudow ToRs for Information.</li> <li>• Start close working relationships between UNDP/S2S Project Team and SWA/Stabilization Project Office in general and through Hudow and Abdirizack, to begin with...,</li> <li>• SWA/MoI Stabilization Officer has direct access to CLOs and LGAs stationed in districts under SWA territorial Sovereignty, just for information sharing: monthly report.</li> </ul>								
Documents to Share	<ul style="list-style-type: none"> <li>• SWA/MoI office share with UNDP/S2S Project Office, an outcome report from TIS District Mapping Exercises conducted earlier. It is full information</li> <li>• UNDP/S2S share S2S Project Documents</li> <li>• UNDP/S2S share CLOs and LGAs under SWA with Abdirizack in supports of his duties and responsibilities' execution.</li> </ul>								
<b>Recommendation/Action Plan:</b> Three parts (FG/MoIFA/SWA-MoI/UNDP/S2S Project offices) involve meeting on collectively defined Work Plan and subsequent action steps to materialize the plan.									
	<table border="1"> <tr> <td colspan="2" data-bbox="529 1465 1443 1493"><b>Distributed:</b></td> </tr> <tr> <td data-bbox="529 1493 776 1528">Philip</td> <td data-bbox="776 1493 1443 1528">UNDP/S2S Project Manager</td> </tr> <tr> <td data-bbox="529 1528 776 1564">Ifrah</td> <td data-bbox="776 1528 1443 1564">UNDP/S2S Project Officer</td> </tr> <tr> <td data-bbox="529 1564 776 1608">Mohamed</td> <td data-bbox="776 1564 1443 1608">UNDP/S2S Project Associate</td> </tr> </table>	<b>Distributed:</b>		Philip	UNDP/S2S Project Manager	Ifrah	UNDP/S2S Project Officer	Mohamed	UNDP/S2S Project Associate
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